

DATE 18202 03 MAY 63

SECRET

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BFB

TO : DIRECTOR

25X1A-FROM : Ferdin Elmer

ACTION: OSA (1-15)

INFO : S/C (16)

TOR 1913Z 03 MAY 63

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ROUTINE

IN 74928

25X1A D 1366

25X1A-TO

INFO

CONTRACTS/FINANCE/ SECURITY

1. A CHANGE IN OUR BANKING METHODS TO REDUCE THE TIME FOR CHECKS TO CLEAR HAS BEEN INSTITUTED. THIS INVOLVES PAYMENT'S BEING MAILED TO:

THE PERKIN-ELMER CORPORATION
P.O. BOX 2539
CHURCH STREET STATION
NEW YORK 8, NEW YORK

2. WE DISCUSSED THIS POSSIBILITY WITH YOU SOME TIME AGO AND HAVE YOUR GENERAL AGREEMENT THAT THIS METHOD OF PAYMENT IS POSSIBLE.

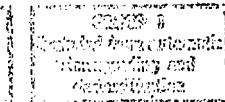
3. WE SUGGEST THE FOLLOWING PROCEDURE:

A. MAIL CHECKS ON ALL CONTRACTS AS INDICATED ABOVE USING RETURN ADDRESS OF YOUR CHOICE.

B. SEND MAILING SLIP (FORM 513) WITH CHECK NUMBER NOTED ON SLIP TO:

25X1A

SECRET



S E C R E T

25X1A

[REDACTED] 1366 (IN 74928)

PAGE TWO

NORWALK, CONN.,
FROM:



4. WE SOLICIT YOUR APPROVAL AND IMPLEMENTATION OF THE
ABOVE PROCEDURE - AS SOON AS POSSIBLE. - PLEASE CALL

25X1A [REDACTED] IF THERE ARE QUESTIONS

END OF MESSAGE